



STATE OF MICHIGAN  
DEPARTMENT OF STATE POLICE  
LANSING

GRETCHEN WHITMER  
GOVERNOR

COL. JOSEPH M. GASPER  
DIRECTOR

August 7, 2019

The Michigan Office of Highway Safety Planning (OHSP) is requesting proposals from interested universities and not-for-profit agencies to conduct and report on the Commercial Motor Vehicle Driver Shortage/Retention Research and Solutions project. The proposal is detailed in Attachment A.

Submitted proposals will be evaluated by a selection committee comprised of representatives from the OHSP and the Michigan Truck Safety Commission. The proposals will be evaluated based upon how well the applicant understands the project, the methodology used for the project, management of the project, experience and qualifications, and cost. Detailed requirements for each of these criteria can be found in Attachment B.

Once a proposal is selected, the applicant will be required to submit a grant through the on-line grant system. The grant will be administered by the OHSP on a cost-reimbursement basis. All grant-related costs incurred in a particular quarter are first paid by the grantee, and then reimbursed by the OHSP.

The organization awarded the grant must agree to abide by the OHSP "Grant Management Requirements". A copy of these requirements can be found in Attachment C.

Proposals should be concise, straightforward and prepared simply and economically. Elaborate presentations and promotional materials are neither necessary nor desired.

To be considered for this project, you must submit one copy of your proposal to Ms. Charlotte Kilvington at [KilvingtonC@michigan.gov](mailto:KilvingtonC@michigan.gov) by November 1, 2019. If you have questions, please contact Ms. Kilvington.

Thank you in advance for your interest in the Commercial Motor Vehicle Driver Shortage/Retention Research and Solutions Project in Michigan.

Sincerely,



Michael L. Prince, Director  
Office of Highway Safety Planning